

MINUTES

Workforce Connection Of Central New Mexico Youth Council

Thursday, September 14, 2006

4:00 pm

Mid-Region Council of Governments

Call to Order - 4:07 pm - by Mary Lee Martin

Roll Call and Determination of Quorum – Marla Segura

Present

Rosa Auletta
Helen Lopez
Mary Lee Martin
Emily Salazar

Excused

Bob Davey
Marty Mondragon
Willard Reger
John Sapien

Absent

Susan Brower
John Dantis
Maria Rinaldi
Tom Savage

(Quorum established)

Approval of Thursday, September 14, 2006 Agenda

Motion: Rosa Auletta
Second: Dr. Emily Salazar
No Discussion
Action: Passed by voice vote

Tab 1. Approval of Minutes, Youth Council: May 11, 2006

Motion: Emily Salazar
Second: Rosa Auletta
No Discussion
Action: Passed by voice vote

Tab 2. Monthly Expenditure Report - by Jan Borchardt

- Jan Borchardt, MRCOG Finance Manager, explained the WCCNM monthly expenditure report for the months ending June and July 2006.
- Ms. Borchardt explained that, although there was a decrease in Youth Program funding for PY06, the account was supplemented with 10% state-wide set-aside funding.
- The one hundred forty-six thousand dollars (\$146,000) for the About Face! program has been rolled into the Youth Program for the PY06-07 Summer Work Academy.

Questions and Comments Followed

FINAL ACTION ITEMS

None

INFORMATION AND DISCUSSION ITEMS

Tab 3. Youth Waiver Update - By Jerilynn Sans

- Jerilynn Sans presented a letter from USDOL addressed to the Governor's Office responding to the request for waivers under the Workforce Investment Act (WIA).
- Ms. Sans noted waiver number 3; waiver to permit the use of Individual Training Accounts (ITAs) for youth, which will allow for YDI to assist older and out-of-school youth in gaining work-related experience and obtaining employment.
- The waiver, which has been granted to the state of New Mexico, is for one year, but additional requests will be submitted so that this service continues.
- A General Information Memorandum (GIM) is expected which will outline the specifics of the waiver.
- Staff will continue to update the Youth Council on this issue.

Questions and Comments Followed

Tab 4. Summer Work Academy - By Jerilynn Sans

- Jerilynn Sans provided an overview of the PY06-07 Summer Work Academy (SWA) for Torrance, Sandoval and Valencia Counties.
- A total of 70 youth have enrolled in the Academy where they were placed in summer employment opportunities and allowed 270 work experience hours.
- All participant files have been reviewed for compliance. A few issues and inconsistencies were noted, were addressed and were given to YDI for continued service.
- Ms. Sans provided copies of the Memorandum of Understanding (MOU) between the WCCNM and central region counties outlining the SWA.
- The MOU will be brought to the WCCNM Board and Youth Council for approval contingent upon authorization of funding.
- So that the process can begin early, staff is requesting that Youth Council members review the previous MOU and supply ideas/comments for PY06-07 SWA.

Questions and Comments Followed

Tab 5. PY07 Youth Service Provider Request for Proposal - By Jerilynn Sans

- The Youth Service Provider Request for Proposal (RFP) will be released early next year.
- Portions of the PY03 RFP were distributed for the Youth Council to review and provide input to staff.
- The Scope of Work has been updated; the ten (10) elements cannot be modified.
- In reviewing the documents, Ms. Sans noted the importance of incorporating the waiver and business-driven focus.
- Mary Lee Martin complemented WIA staff on their hard work.
- At the next meeting we will discuss the all input received.

Questions and Comments Followed

Tab 6. Youth Assessment Overview- By Jerilynn Sans

- Ms. Sans provided the Youth Council with documents containing information regarding the New Mexico Career Readiness Certificate.
- NM will utilize the WorkKeys assessment with focused areas on reading, math and locating information.
- An assessment plan is forthcoming to determine funding for WorkKeys.
- The TABE assessment will mostly likely be taken by all those who seek WIA and One-Stop services.
- Most employers are not aware of the WorkKeys initiative; future business outreach initiatives will be overseen by OWTD.

Questions and Comments Followed

(Emily Salazar continued in place of Mary Lee Martin.)

Tab 7. YDI Program Status Update - By Concha Cordova

- Concha Cordova presented and discussed the YDI Caseload and Itinerant Activity reports for August 2006.
- The total YDI caseload for PY06 ending August 31, 2006 is one thousand and five hundred eighty (1,580) participants.
- Ramona Chavez noted the follow-up procedure and its importance for the performance measures reports.
- YDI's efforts were noted resulting on eliminating the Youth Program disallowed costs.
- YDI has received funds for pre-employment training to better prepare youth with pre-employment skills.

Questions and Comments Followed

REPORTS

• **Administrative Reports**

- The model One-Stop will be targeted to open for business in December 2006 and may be housed in the Eckert building on San Mateo and Central.
- Several partner meetings have been conducted to ensure cross-training and integration.

No Discussion

- **Public Comment** - None

Adjournment – 5:19pm

NOTES

Next Meeting:

Date: Thursday, October 12, 2006
Time: 4:00 pm
Location: Mid-Region Council of Governments

Anyone requiring special accommodations please notify the MRCOG office at 247-1750 seven (7) days prior to the meeting.